

SERVICES COMMITTEE MEETING

September 8, 2014

6:00 P.M.

HAMPDEN TOWN OFFICE

A G E N D A

1. MINUTES 8-11-2014
2. OLD BUSINESS
  - A. Papermill Park Update
  - B. Parks/Trails – Maintenance, Improvements & Long Term Planning
3. NEW BUSINESS
  - A. Candidate Forum
4. PUBLIC COMMENTS
5. COMMITTEE MEMBER COMMENTS

SERVICES COMMITTEE MEETING

August 11, 2014

Attending:

Councilor Jean Lawlis  
Councilor David Ryder  
Councilor Brann  
Darcy Peakall, Pool Dir.

Councilor Shakespeare  
Councilor Greg Sirois  
Councilor Ivan McPike

Town Manager Sue Lessard  
Resident Terry McAvoy  
Traci Goldsmith, Assistant  
Public Health Director Bangor

The meeting was opened at 6 p.m. by Chairman Lawlis.

1. MINUTES 5-12-2014 – No changes or corrections were made to the minutes of 5/12/14 and they were adopted as presented.
2. OLD BUSINESS
  - A. Papermill Park Update – Chairman Lawlis read an update on activities at Papermill Park submitted by volunteer park coordinator Jeremy Jones.
  - B. Pool Fees Increase – additional information – Pool Director Darcy Peakall presented an updated list of pool fees that makes the across the board increase for resident or non-resident fees approximately 5%. These changes were made as a result of suggestions received at the Finance Committee meeting of August 4<sup>th</sup>. Motion by Councilor Brann, seconded by Councilor Shakespeare to recommend to the Council that the pools fees be forwarded to the Council as presented. Vote 6-0.
  - C. Rural Active Living Assessment – The Committee reviewed and provided answers for the Rural Active Living Assessment questions with Traci Goldsmith from the City of Bangor. This information will be compiled and the Town will get a copy of the results. One additional step is needed which is the review of several areas of roadway in the Town. The Town Manager will request that Public Works Director Chip Swan meet with Traci to complete that portion of the survey.
  - D. Recreation
    1. Update – Skehan Center/Recreation Year End – The Town Manager presented information showing that with the use of Recreation Enterprise positive year end balances, the negative balance in the Skehan Center is covered and there is still approximately \$26,000 to add to the balance in the Recreation Enterprise account that is carried forward from year to year. There are differing opinions among committee members about whether or not tax dollars should be used to support the Skehan Center and also Committee members who do not believe that the Town should operate a before/after school program, which provides a large portion of the revenue used to fund recreation operations. No changes were proposed at this time to the current operation. The Manager will continue to provide quarterly updates on the Skehan Center operations.
3. NEW BUSINESS
4. PUBLIC COMMENTS – Terry McAvoy asked whether employees were now required to follow the same rules for accessing Kid's Korner as the general public in all respects. The Manager informed him that employees no longer received any benefit related to Kid's Korner.
5. COMMITTEE MEMBER COMMENTS – None.

The meeting was adjourned at 7:20 p.m.

Respectfully submitted,

Susan Lessard  
Town Manager

*\* included as background  
for item 2 B*

TO: Hampden Town Council  
FROM: Sue Lessard, Town Manager  
DATE: August 18, 2014  
RE: Town Parks & Recreation Areas

Councilor Shakespeare has requested this item to be on the agenda for 8-18-2014 and the purpose of this memo is to outline the current method of operations related to Town Parks and Recreation Areas and to discuss how future planning might be handled.

#### Current Use:

#### Programming:

Recreation programming that utilizes and town parks and recreation areas is coordinated by the Hampden Recreation Department through its Director Shelley Abbott. This includes both activities that are handled by the Town of Hampden and those activities that are performed by affiliate programs such as Little League, Children's Day, and the travel programs for sports including football, soccer, and basketball. The Recreation Department has a Council-appointed Recreation Committee that reviews programming and makes suggestions for improvements to both physical programming and physical plant needs (such as additional playground equipment in parks, etc.) Prior to the addition of the management and operation of the Skehan Center to the responsibilities of the Recreation Director, annual evaluation of parks and fields facilities were also his/her responsibility. Earlier this year, that responsibility was transferred to Buildings & Grounds under the supervision of the Public Works director.

#### Maintenance & Upkeep

The maintenance and upkeep of Town Parks and Recreation Areas is primarily performed by the crew that works in Buildings and Grounds. This includes mowing of all ball fields, Dorothea Dix Park, the fields and playground adjacent to the Lura Hoit Pool, the fields around the Skehan Center, and areas in Papermill Park as needed. With the addition of Marina Park and the parking lot/trails on Town land on the former LL Bean parcel, necessary maintenance will be performed at those parcels as well. The work done on properties is coordinated with the Recreation Director and the Director contacts public works for any issues that are identified as needing correction.

Part of the work of Buildings and Grounds is to do periodic inspection of fields and recreation areas. In the Spring, this evaluation includes work necessary to be done to 'get them ready' for use. Additional checks are done during the user season and final checks are done in the fall prior to the winter season.

Papermill Park and Dorothea Dix Park also have volunteer 'support groups' who assist with park work in clearing trails and developing future uses for those facilities. The Town has two new areas – Marina Park and the trails system on the former LL Bean parcel that are now in

use also. The first phase of Marina Park has been completed and includes the parking lot and two trails. The whole plan for development of the park has already been done and completion of that plan including the kayak/canoe launch and signage, etc. is dependent on additional grant funding opportunities or tax dollars being raised to complete it. In the interim, Public works has been working on eradicating a serious poison ivy issue at the site. The parking lot to serve the trails located on the former LL Bean parcel is being constructed as a donation by Peter Thornton as part of consideration for the access off Route 202 for the Church project and the future use of the remainder of that parcel for recreation or development rests with the Town Council to determine since the parcel was funded with voter-approved bond issue money that identified its use as being for business/industrial development.

#### Financing

General maintenance and upkeep of town park and recreation areas is funded through the building and grounds budget for the Town. However, other funding sources have augmented work in obtaining equipment, building trails, and securing property. These include the grant received to plant trees and landscape the area in front of the Lura Hoit Pool, the Chevron grant to secure Marina Park and provide the parking lot and some trails, and the donation of a parking lot by Peter Thornton for the trails on the former LL Bean site. Funds from the Recreation Enterprise account have been used to add playground equipment to the site next to the Lura Hoit Pool, and to repair tennis courts and the basketball courts at the VFW field. Volunteers have donated time to do trails and some maintenance work in Papermill and Dorothea Dix Park.

#### Future Facilities/Use

The Town Council Services Committee has traditionally been the committee that has reviewed items related to recreation and parks. It was the one that worked on the comprehensive policy to cover public use of town park and recreation areas and the one to work with Recreation on the expansion of the playground adjacent to the Lura Hoit Pool. The Committee also provided information to staff from the City of Bangor related to the Rural Active Living Assessment that was focused primarily on the number biking/walking/recreational opportunities in the community.

Recently, the Planning & Development Committee has taken on some of these tasks through its discussion with a developer (Peter Thornton) who was interested in obtaining access off Route 202 for a construction project on his property, and the agreement by the developer to provide a parking lot to access trails on town-owned property. In addition, I believe that Planning & Development has added the Marina Park development to its agendas also.

If the Council wishes to develop a more comprehensive way of dealing with management and development of its active and passive recreational properties, I would suggest that this be directed to the Services Committee for work in discussing what they believe needs to be changed in the current management of these resources and how the Council wishes to pursue additional parks, trails, and recreational fields, how they wish to fund such additions.